

The regular meeting of Roanoke City Council which convened on Monday, July 16, 2001, and declared in recess until Monday, July 30, 2001, was called to order on July 30, at 12:15 p.m., in the Emergency Operations Center Conference Room, Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, by Mayor Ralph K. Smith.

PRESENT: Council Members W. Alvin Hudson, Jr., William White, Sr., Linda F. Wyatt, William D. Bestpitch, William H. Carder, C. Nelson Harris, and Mayor Ralph K. Smith-----7.

ABSENT: None-----0.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; James D. Grisso, Director of Finance; and Mary F. Parker, City Clerk.

In view of the fact that a number of persons were present out of their interest in one or more briefing items on the agenda, following discussion, it was the consensus of Council that the fifth Monday of each month will be conducted as a work session of the Council and citizens are invited to attend the meetings, but will not be recognized for comments.

Inasmuch as one citizen had previously registered to speak, the Mayor called upon Mr. Douglas Woody, 4854 Autumn Lane, N. W., who spoke against the closing of the fire station on Salem Turnpike, N. W. He referred to copy of an annexation decree dated June 6, 1975, which provides for a fire station in the Salem Turnpike area.

COUNCIL-COMMITTEES: Council having previously agreed that a portion of each fifth Monday work session would be reserved for Council Members to report on their liaison roles to various Council-Appointed authorities, boards, commissions and committees, Members of Council presented the following reports.

Vice-Mayor Carder, Council's liaison to Downtown Roanoke, Inc. (DRI) reported that the Outlook Roanoke Plan has gone through three updates and should be released in the near future and DRI is trying to build support for downtown development through the Plan. He stated that Downtown Roanoke, Inc., recently relocated to the City Market area and hired a full time manager to address marketing of the City Market. He further stated that the "Big Lick" street sweeper is in operation in downtown Roanoke; and DRI is working on developing the Zimmerman property in conjunction with the Roanoke Valley Chamber of Commerce and the Foundation for Downtown Roanoke, Inc.

He advised that of concern is the fact that Downtown Service District tax collection has remained relatively flat over the last six to seven years, especially in view of downtown development.

Vice-Mayor Carder reported that the Virginia Museum of Transportation is conducting a Museum Assessment Program in order to become a certified museum which should be completed by October 8; major emphasis is on the construction of a new canopy which will be funded by TEA-21 money and City involvement; and the Transportation Museum is constructing an automobile gallery through private contributions.

Vice-Mayor Carder advised that the Roanoke Valley Convention and Visitor's Bureau would like to compliment Roanoke City Council and the City administration on increasing the City's lodging tax, the proceeds of which are to be used to increase advertising and marketing of the Roanoke area. He stated that the RVCVB is working to implement a strategic plan to raise the visibility of the Convention and Visitor's Bureau and to increase the awareness of the benefits of tourism and marketing tourism dollars. He advised that the RVCVB received a \$10,000.00 grant for the African-American Heritage tour and two additional trade shows have been added in an effort to generate more convention business; City-wide hotel occupancy is currently at 53 per cent which is low compared with the national average of approximately 65 per cent; and two new hotels will be locating in the Roanoke area in the near future. He stated that Roanoke County has increased its funding for RVCVB from \$112,000.00 to \$150,000.00, the City of Salem increased its contributions to \$10,000.00 and Franklin County increased its contribution from \$2,500.00 to \$5,000.00.

He advised that the Special Events Committee continues to focus on The Christmas Tree Lighting Ceremony, Dickens of a Christmas, the St. Patrick's Day Parade, and the Blues and Jazz Festival.

Mr. Hudson advised that he serves as Council's liaison to the Roanoke Civic Center Commission and called attention to a briefing on July 16 with regard to future needs of the Civic Center totaling \$64 million. He stated that he serves as liaison to the Roanoke Valley Cable Television Committee which is currently working on a new franchise agreement with Cox Communications; he serves on the Virginia CARES Board of Directors which works to bring inmates back into the community through job placement; and he also serves on the Virginia Municipal League Transportation Safety Committee, as well as Council's liaison to the Mayor's Committee for People with Disabilities.

Ms. Wyatt advised that she serves as Council's liaison to the America's Roanoke's Promise Board of Directors and the Roanoke Neighborhood Development Corporation (RNDC). She commended the work of the City Manager and the Director of Finance who were of assistance to RNDC through difficult times, and advised that RNDC has met its fund raising goal of \$75,000.00.

Mr. Bestpitch advised that he serves on the Roanoke Neighborhood Partnership Steering Committee as Council's liaison. He commended the work of the new Neighborhood Coordinator and the new Assistant City Manager for Community Development and stated that the City can look forward to a strong and healthy relationship with its neighborhoods. He noted that on September 21 - 22, the City of Roanoke will host the State Neighborhood Conference at the Holiday Inn Tanglewood, and invited Council Members to participate in the Conference. He advised that he also serves on the Mill Mountain Zoo Board of Directors, the Zoo is celebrating its 50th anniversary this year and the Board of Directors is working on a long range master plan to upgrade and expand Zoo operations and to improve certain areas of the Zoo, and there may be pertinent funding issues to be addressed in the future as Council moves through the budget process. He explained that the Mill Mountain Zoo lease is about to expire and with major investments and a major capital fund drive, the Board of Directors of the Mill Mountain Zoo is interested in a longer term lease arrangement with the City.

Council Member Harris advised that he serves as Council's liaison to the Roanoke Redevelopment and Housing Authority Board of Commissioners. He stated that Council has been briefed on the Lincoln 2000 Project and GOB North and South projects. He called attention to monthly meetings with John Baker, Executive Director, and Willis Anderson, Chairperson, Roanoke Redevelopment and Housing Authority and advised that if Council Members have questions or concerns, he will be pleased to bring these matters to the attention of Mr. Baker and Mr. Anderson.

Council Member White advised that he Chairs the Audit Committee and the Legislative Committee and both committees presented Council with written annual reports. He commended the City Attorney for his assistance with legislative matters and the Municipal Auditor, for his assistance with audit matters. He advised that Mr. Bird will retire on September 30, 2001, as Municipal Auditor and commended him on his outstanding service to the City of Roanoke.

The Mayor advised that he serves as ex officio to all Council-Appointed committees. He reported on the Mill Mountain Advisory Committee and advised that since its inception in the 1960's, only two persons have served as Chair until recently when Carl H. Koptizke resigned his position as Chair, but will continue to serve as

a member of the committee. He requested that a measure be prepared commending Mr. Koptizke on his many years of service and his contributions as Chair of the Mill Mountain Advisory Committee.

The Mayor advised that he will present his State of the City Address on Tuesday, August 7, an invitation was extended to all Members of Council to share their ideas for inclusion in the document, and encouraged Council Members to submit their responses by the close the business day.

He stated that the Mayor's Technology Committee is meeting with communications personnel and plans to present an in-depth report to Council in the near future.

CITY MANAGER BRIEFINGS:

FIRE-EMS: The City Manager introduced a briefing on the Fire/EMS Department Strategic Business Plan 2000-2007. She called attention to discussions during fiscal year 2001-02 budget study, in which several members of Council challenged City staff to review resource allocations and to explore the question of whether there is an opportunity through a regional effort to better respond to certain parts of the community; whereupon, she called upon Chief James Grigsby to present the briefing.

Chief Grigsby advised that there are 14 fire stations in the City of Roanoke and each fire station should cover approximately seven square miles which is used as a guideline. He explained that major areas of the seven year plan include:

Fire Suppression:

A goal of reducing life and dollar loss to the community,

New station construction,

Standards of response coverage,

Employee safety, and

Mutual response and aid with surrounding jurisdictions.

Emergency Medical Services:

Grow advance life support personnel to 45,

Monitor service demands and make recommendations for changes in resource needs, (unit system status approach), and

Evaluate EMS user fee structure and make recommendations in parallel with Medicare fee structure enhancements.

Fire Prevention and Investigation:

Fire protection engineer,

Increase fire business inspections,

Mail Code compliance,

Increase public education,

New fall program - RISK WATCH:

Pre-school thru fifth grade, and

Coordinate with Standards of Learning.

Fire-EMS Training:

Conduct training needs analysis,

Increase contact hours,

Regional training,

Implementation of a training bureau concept, and

Identify additional training resources.

Apparatus and Equipment Maintenance:

Explore regional maintenance concept,

Contract out specialized needs, and

E. G. Aerial Ladder Maintenance.

Technology:

New Fire-EMS records management system - computerized incident reporting,

GIS-GEO,

Mobile data terminals - voiceless communications, and

Automatic vehicle locator system.

ISO (Insurance Service Organization) Class 3 City:

July 16 thru July 27 (conduct evaluation),

Ongoing review of service levels, and

Help identify areas needing improvement,

Fire

Water system

9 - 1 - 1.

He stated that the Fire/EMS Department is preparing for national accreditation which is fairly new for fire service, currently there are less than 50 departments in the United States that are nationally accredited and the City of Roanoke Fire/EMS would like to be accredited by the end of fiscal year 2001-02.

He advised that there are currently 14 fire stations, 275 personnel, 13 engines, four ladders, and six medic units, a required daily staffing at 64 individuals on duty in the operational divisions, responding to 90 per cent of the City's population in under four minutes, and ems calls to 92 per cent of life threatening calls in under eight minutes. He reviewed the following performance measures:

Fire:

Four minutes 90 per cent of the time to all structure fires,

**Eight minutes 90 per cent of the time to all other types of fire incidents,
and**

13 personnel on initial response to all structure fires.

EMS:

Eight minutes 90 per cent of the time to all life threatening medical emergencies, and

Twelve minutes 90 per cent of the time to all non-life threatening medical emergencies.

He reviewed the sequence of events that may occur from ignition to suppression of a fire; .i.e.: detection of the fire and report of the fire which are indirectly manageable; receive process call 9 - 1 - 1 (one minute), turn out (one minute) and travel from station to scene (four minutes) which are directly manageable; and scene controlled. He noted that the following are examples of calls for service:

Fire:

House and building fires,

Fire alarm activations,

Car fires,

Brush and trash fires,

Chemical hazards,

Technical rescues, and

Aircraft incidents.

EMS:

Heart attacks/strokes,

Assaults/shootings,

Car accidents,

Falls/construction and industrial accidents,

Diabetes/allergic reactions,

OB deliveries, and

Other medical emergencies.

He explained that 80 per cent of calls are medical related and 18 per cent are fire related, there are 17 front line apparatus to handle the 18 per cent of calls and six front line ambulances to handle 79 per cent of calls; there are approximately 110 - 115 working fires per year, and for the period of January 2000 - June 2001, there were 155 working fires in the City of Roanoke. He stated that the definition of a working fire is the first responding fire apparatus arriving on the scene does a size up which determines if it is a working or non-working fire, i.e.: is smoke coming out of the windows. He further stated that in a typical working fire, 12 - 15 people are needed to handle tasks and the average is 18.6 people on each working fire; and there are approximately 15,000 engine calls with about 10,000 of the calls representing non-patient transports.

Chief Grigsby reviewed factors that determined the need for station construction/relocation:

Location:

Performance Measures (four minute window),

Population (Density, age),

Major transportation infrastructure improvements,

Calls per fire zone district (high life hazard vs. low life hazard),

Facility type, condition and age,

Bay size to accommodate modern apparatus,

Gender issues, and

Useful life as a fire station.

He reviewed a chart on fire station status containing information on the year of construction, current condition, size, location, life expectancy, action needed and estimated cost/repair based on a building condition assessment prepared by Balzer and Associates dated October, 1999.

He reviewed a three phase building plan, i.e.: Phase I involves consolidation of Stations 1 and 3, with architectural, engineering and land acquisition to occur the first year and construction during the second year. He explained that Station 1 is located on Church Avenue, S. W., and Station 3 is located on Sixth Street, S. W. He stated that benefits provide that a single station, properly located, can serve this area within the required four minute response time 90 per cent, size and ability to accommodate modern equipment, a facility for fire-ems administration, and gender accommodation. He explained that the area recommended for Station No. 1 relocation is in the vicinity of Elm Avenue, S. W. (Williamson Road corridor).

Chief Grigsby advised that Phase II would consolidate Station Nos. 5 and 9; Station 5 is currently located at 12th Street and Loudon Avenue and Station 9 is located at Melrose Avenue and 24th Street; the second year of the plan would involve architectural, engineering and land acquisition and the third year would include construction. He stated that benefits include: one station properly located can service this area within the required four minute response time 90 per cent; aerial ladder apparatus can be relocated; there would be an ability to accommodate modern equipment; employee safety; gender accommodation and provide additional service to the community through police satellite offices and multi-use facilities. He explained that Phase III construction recommends that a station be built on upper north Williamson Road which would be Station No. 10, and is an airport station which is in good condition, with good sides, with a five to 20 year life expectancy, and reasons for the recommendation are twofold, i.e.: the airport is desirous of building a new station as envisioned in its master plan to meet Federal Aviation Administration requirements, and to locate a station on north Williamson Road which is an underserved part of the City. He stated that benefits include increased response coverage of under four minutes to an additional three per cent of the population, to

meet FAA requirements, and to provide increased service to upper Williamson Road and the northeast area.

Chief Grigsby advised that working in conjunction with his counterparts in Roanoke County and the City of Salem, three recommendations are submitted for Council's consideration:

Recommendation No. 1:

Staffing:

Six positions to No. 4 station, 3763 Peters Creek Road, and place an additional ambulance unit in service,

Dedicate more resources to 80 per cent service calls,

Provide underserved area with faster ambulance response times,

Provide back-up to one of the busiest ambulances in the system,

Reduce fire engine "first responder" calls, keeping them more available for fire emergencies,

Area can be served by Fire Station No. 4 and No. 13 to provide four minute/90 per cent fire response, and

Low demand for service area (run demand by engine company).

Regional Cooperation:

Automatic aid with the City of Salem to provide a fire engine from their Fire Station No. 2 (419 and Salem Turnpike) to City fire zones No. 5 and No. 8 (area immediately north and south of Salem Turnpike from City line to Peters Creek Road). The City will provide a fire engine to Salem - west to 419, north Route 11 and South Veterans Medical Center.

Recommendation No. 2:

Staffing:

Six positions to Roanoke County Clearbrook Fire Station (220 South) to

help cross staff one engine and one ambulance,

Provide 220 South/Southern Hills area with faster response times for both fire and ambulance,

Provide four minute/90 per cent fire response to underserved area which is growing commercially, and

Reduces City's longest response time.

Regional cooperation:

Roanoke County will assign 12 full time employees; Roanoke City will assign six full time employees; combined resources of 18 full time employees, staffing needed for one engine and one ambulance,

seven day/24 hour coverage,

Paid to paid staff,

County apparatus, and

Cost sharing details to be worked out by respective administrations.

There was discussion with regard to an annexation decree in which certain commitments were made when the Salem Turnpike area was annexed to the City; whereupon, it was the consensus of Council that the City Attorney would research the annexation decree and provide Council with an opinion as to whether the City has honored the terms of the annexation agreement.

Recommendation No. 3:

When construction Phase II (northwest section) is completed in approximately three years, 12 positions will become available for reallocation. Fire administration recommends taking no action on these positions until future service levels are analyzed, then bringing a detailed recommendation for Council's consideration.

He presented a status table of fire stations in their current condition and station status after business plan implementation in 2007; and presented the

following cost breakdown:

Phase I	-	\$4,700,000.00
Phase II	-	2,575,000.00
Phase III	-	<u>1,555,000.00</u>
Total	-	\$8,830,000.00

He advised that re-use of existing stations could be as follows:

Fire Station No. 1 - Partner with Julian-Stanley Wise Foundation to develop into a fire/rescue museum.

Fire Station Nos. 3, 5, and 9 - Several community groups have expressed an interest in attaining buildings for neighborhood use.

A summary of questions and/or comments by Council Members is as follows:

The difference between a Class 3 and a Class 2 City as rated by the Insurance Service Organization, and the City's goal to improve its rating to Class 2.

Response times/Station location;

Staff retirements in the next six months;

A request for information covering the last six months response time on each call for assistance, broken down by fire station.

The question of whether a majority of the area proposed for consolidation of Fire Station No. 1 is located in historic old southwest.

If \$51,420.00, which is the estimated repair cost for Fire Station No. 5, is approved, what would be the life expectancy of the fire station?

The dollar amount of \$62,000.00 for an elevator for Fire Station No. 5 seems high.

Additional costs incurred for community rooms that are constructed as

a part of a public facility.

Has the City of Salem approved Recommendation No. 1? What steps need to be taken to formalize the agreement? Has the proposal been presented to residents of the Ridgewood Park area? The City Manager responded that the next step will be for the jurisdictions to create a formal document that would then be adopted by the two localities, followed by presentations to various civic groups.

Roanoke City and Roanoke County should not start down this path unless the two localities are serious about regional cooperation, thereby making this the first step in a gradual incremental process whereby Roanoke City Fire and EMS and Roanoke County Fire and Rescue Services are combined into one Roanoke Valley department.

While discussing regionalism for Fire/EMS services, the localities should begin to discuss police services.

City staff should immediately brief Ridgewood Park residents on the proposed recommendations and provide Council with a summary of response(s).

There being no further questions or comments, without objection by Council, the Mayor advised that the briefing would be received and filed.

COMMUNITY PLANNING-COMPREHENSIVE PLAN: The City Manager advised that City staff, citizens and Council have spent considerable time engaged in the process of updating the City's Comprehensive Plan, Vision 2001. She stated that as the process comes to a close, City staff would like to brief Council on the status of the plan before the joint public hearing before Council and the City Planning Commission on August 20 to be followed by subsequent adoption of the plan by both bodies. She requested the opportunity to highlight those issues within the plan that are the most significant or controversial, or those issues that might require the greatest change in the community for the future. She stated that following adoption of the Comprehensive Plan, the Zoning Ordinance will be revised which will involve major implementation of many of the changes that are reflected in the Comprehensive Plan.

Evelyn S. Lander, Director, Community Planning, reviewed key components of the new Comprehensive Plan that have been developed over the past year with substantial public involvement. She called attention to a joint public hearing by City Council and the City Planning Commission which is scheduled for Monday, August 20, 2001, which means that final revisions will have to occur within the next two weeks in order to present the document for public review before the August 20 public hearing. She presented the following information on plan themes which are

critical to the success of the new Comprehensive Plan:

Regionalism is the key to addressing many of the goals and recommended policies of the plan. Council's continued leadership will be needed to move regional items forward and collaborate with other governmental officials.

Partnerships are essential to the plan because government cannot do it alone. Citizens, businesses, and civic organizations must take an active role in helping to achieve the recommendations of the plan.

Economic development initiatives are fundamental to both the economy and quality of life of the City and the region. Diverse economic development is the basis for housing opportunities and a sustainable population.

Protecting and enhancing Roanoke's environment is critical to maintaining its quality of life and encouraging economic development.

Housing opportunities must be enhanced in the City to provide better housing choices for a diversity of residents and incomes.

The design of buildings, streets, and developments must be of high quality that enhance the community. City government needs to provide leadership in encouraging development that creates a beautiful and attractive City.

Ms. Lander advised that key recommendations from the Housing and Neighborhoods section of the plan include:

One of the key recommended strategies for moving the City forward is to look at the City neighborhoods as villages that are served by small commercial centers. Raleigh Court and South Roanoke neighborhoods have vibrant community centers. Henry Street once provided such a center to the Gainsboro neighborhood. The plan identifies several neighborhood centers and recommends appropriate commercial and mixed housing opportunities around these centers. It is important to point out that the creation of these centers may result in the redevelopment of some existing neighborhood areas--some demolition of existing residential buildings may have to be done to provide for new

mixed use development.

A strong emphasis is placed on creating new housing opportunities in the City—both in the choice of housing types and in the price ranges. It is important that citizens have choices in housing for all neighborhoods and that neighborhoods provide a range of homes, from affordable to high end.

Neighborhood plans will continue to be done for all City neighborhoods. Approximately one-third of the City has been studied and plans developed, some of which will be coming before Council in the near future. These plans will complement the Comprehensive Plan and make more detailed recommendations regarding specific strategies and zoning patterns.

Environmental resources include greenways, mountain viewsheds, trees, historic resources and air and water quality. Specifically, the City and the region's environmental resources are very important to the City's quality of life and its future. In particular, greenways, viewsheds, and trees were identified as critical to Roanoke's future. The preservation and enhancement of historic properties is critical to understanding Roanoke's sense of place and its past history. Already, the City has seen controversy in some of its past policies regarding historic neighborhoods. However, it is important to note that the City Market and Roanoke's historic neighborhoods have been successful economic investment tools. Air and water quality is increasingly more important to Roanoke's future sustainability. New protection regulations will not be easy to deal with, but are very much needed to have quality air and water now and in the future.

The economic development plan element includes an expanded economic base, redevelopment of underutilized sites, town village centers and regional efforts. More specifically, economic development is fundamental to achieving the goals set forth in the Comprehensive Plan. The plan recommends an expanded economic base that targets various industry cluster. It is important that the City continue to diversify its economic base and consider new areas for redevelopment.

Downtown continues to be key to the City's economic well-being and downtown housing is recommended for expansion, as well as better utilization of second and third floor spaces. Village centers are keys to Roanoke's residential neighborhoods. These recommended commercial and mixed use areas will provide unique environments and services to residents, thereby competing well with surrounding suburb development that relies on the automobile. Regional economic development and approaches continue to be recommended.

Infrastructure include regional transportation planning, multi-modal systems (pedestrians, bicycles, transit), airport, and technology infrastructure. More specifically, transportation systems do not stop at jurisdictional lines. Regional planning for transportation systems is important to ensuring quality development that enhances existing built communities. The development of multi modal transportation systems for cars, pedestrians, bicycles and transit is strongly recommended in the plan. The City should not be dependent on cars for transportation. It should encourage sidewalks, greenways, and bicycle facilities as well as considering transit alternatives in the future. The regional airport is important to economic development and to the residents of the region. Special attention is needed to ensure quality facilities and operations that adequately serve its users. If Roanoke is to attract new technology and businesses that use the technology, infrastructure must be provided to service those users. Continued leadership is needed to work with private businesses to provide services and promote them as available.

Public services include community policing, recycling, code administration and multi-service facilities. More specifically, community policing as a philosophy for providing public safety continues to be emphasized in making Roanoke safe. Recycling also was identified as very important to a sustainable community. Roanoke's programs will need Council's continued leadership to emphasize recycling as important. Code administration for building, zoning, development, and nuisance regulations should continue to be improved to meet the needs of Roanoke's citizens and businesses. Careful balancing of interests is important to the success of any new regulations that may be proposed.

Two multi-service facilities (or centers) are recommended as pilot projects to better serve citizens where the needs are the greatest. These are not meant to duplicate services provided by City Hall, but to provide better access to citizens where it is needed and to have City staff work collaboratively in the community to address issues and needs. It is important to note that there are not community centers and will not be in every neighborhood. They could, however, be located in existing public buildings in a neighborhood.

The people plan element includes quality education, excellent facilities and programs, lifelong learning, workforce development and regional approaches for human services. More specifically, it is essential that Roanoke's school system continue to provide quality education to its youth. It is important that the school facilities and programs be outstanding and open to all citizens beyond school hours. Life long learning is essential to Roanoke's future for both young and old. The City's libraries and schools should provide quality programs to enhance continued education. Workforce development, which is education and training, is critical to both economic development initiatives and that of people. Regional approaches to providing human services should be encouraged and pursued.

The City design plan element includes design principles and collaborative work efforts. More specifically, the design of new buildings and facilities is critical to creating a beautiful City. The plan provides recommendations for various areas of the City including commercial corridors, streets and neighborhoods. These principles are not mandatory but should be encouraged. It is anticipated that the principles would be promoted through collaborative work efforts between City staff and private developers.

Ms. Lander identified the following key initiatives: target industry clusters, technology infrastructure, redevelop commercial and industrial land, village centers, multi-service facilities, new housing opportunities, critical amenities, marketing and tourism, streetscapes and healthy economy. More specifically, she advised that the ten initiatives were discussed during the planning process to help make the plan a reality; and these initiatives can be referred to as the "top ten" action items to be pursued by both government and private entities.

Ms. Lander advised that implementation tools include the City's zoning

ordinance, integrated budgets, regional cooperation and public-private partnerships. More specifically, she stated that to assist in implementing the plan, additional strategies must be undertaken, as follows:

A new zoning ordinance should be developed over the next year.

City operating budgets and capital improvement program budget should reflect the Comprehensive Plan and adopted Neighborhood plans.

Regional cooperation is necessary to effectively achieve many of the goals for the future.

Public private partnerships are essential to implementation of the plan. Government cannot do it alone.

In order to measure progress, Ms. Lander advised that it is recommended that the City administration provide Council and the citizens with an annual report card on actions taken or pending. In addition, she stated that it is recommended that community indicators be developed to assist in monitoring the sustainable community; discussions with Virginia Tech have already begun and the Vital Signs report from the New Century Council would also be of help. She added that continued citizen involvement is important to ensuring that Roanoke is doing what it needs to do; and ongoing planning for the City and its neighborhoods must continue.

Ms. Lander presented copy of public comments to date on the Comprehensive Plan.

Questions and comments by Council Members are summarized as follows:

Neighborhood schools should be celebrated. Is the City looking at the possibility of returning neighborhood schools to quadrants of the City? Neighborhood schools are the concept of the future in terms of neighborhood design.

Concern was expressed with regard to the condition of the main library in which the City Manager advised that the main library is addressed in the Downtown Roanoke Outlook Plan, with alternatives for Council's consideration. She stated that one recommendation has to do with re-siting a new library in Elmwood Park, but at a different location in order to maximize the park; and the other alternative is a total relocation of the library in order to provide for what is identified in the Outlook

Roanoke Plan as a world class downtown park facility that would leave the entire park free of the building and would site the main library facility further into the downtown area. She further advised that at a future Council meeting, representatives of Downtown Roanoke, Inc., and the Outlook Roanoke Plan will be requested to make a presentation on all elements of the plan. In view of what is already on the plate and given the cost of a new library at either location, she stated that several years should be devoted to developing a constituency that will be prepared to build a first class library facility. She explained that the library issue is at least five years into the future in terms of becoming a reality in view of other City capital needs and other City projects. Question was raised as to how one builds a constituency for a library that is in the condition of Roanoke's.

The zoning ordinance should be revised using a process of going street by street and block by block and if the process is done correctly, requests for zoning variances will be a rare exception.

What options are available for underground utility lines and any changes should be incorporated in revisions to the zoning ordinance.

Some time between now and the August 20 public hearing, there should be a prioritizing of those portions of the Comprehensive Plan that are realistic and can be accomplished on a fast track. Quarterly status reports should be provided.

Should low income subsidized housing be spread out, not only throughout the City but throughout the neighborhoods? Should there be a clustering of social service agencies throughout the City or in one area?

The plan is designed to help each neighborhood become more viable economically, town centers are a critical component, and all neighborhoods need to understand why town centers would be beneficial in the future.

There will be sensitive issues and the City must be prepared to face those issues.

What are the City's plans to make village centers successful; whereupon, the City Manager advised that the first step is to identify

those areas where village centers are desired and create an expectation with future developers that that is the route the City wishes to follow and the City will not settle for less. She stated that the City serves as the link between the developer and the neighborhood because none of the centers will succeed unless the neighborhood uses the services, therefore, developers will have to go into the neighborhoods and determine what types of support services or activities the immediate community, as well as the transient community, is willing to support; the City can then offer incentives through tax rebates, credits and certain kinds of rehabilitation; however, that which takes place on private property is the responsibility of the developer.

There being no further discussion or questions, without objection by Council, the Mayor advised that the briefing would be received and filed.

LEASES-HUMAN SERVICES: The City Manager introduced a briefing with regard to leasing a building for combined health, social services, and human services functions.

Vickie Price, Chief Social Work Supervisor, Department of Human Resources, advised that in the 1997 Long-Range Facilities Master Plan, Police Department and Health and Human Services space needs were identified as the top two priorities; needs of the Police Department are being addressed through a two-phase Capital Improvement Plan construction project; and the consultant determined the need for a one-stop Health and Human Services Building at approximately 90,000 square feet and an estimated cost of \$24 million. She stated that in October, 2000, a request for proposals was issued to determine developer interest in providing the proposed space; and at Council's March 10, 2001, Financial Planning Session, the City administration shared its intent to meet this space need through leasing and also discussed the fiscal year 2003 operation budget impact of the Health and Human Services Building.

She stated that Social Services, Health Department, Juvenile Justice, Human Services Coordinator and Office on Youth currently have 66,098 square feet of combined space, however, proposed space needs total 83,256 square feet. She advised that the advantage of leasing versus purchasing reduces up front capital costs for the City; the building will remain on the tax rolls should State funds be eliminated; the City is not liable for the building and associated costs; and most Federal and some State directives prefer the lease of real property.

Ms. Price advised that the advantages of the proposed location is the co-location of Health and Human Services functions which should result in improved public services; the site is accessible to Health and Human Services client populations; parking is available for clients and patients as well as staff; the location is supported by public transportation, with support installation of integrated data and communication systems, and sufficient staff/client training space and adequate office space. She reviewed a slide illustrating current limitations of individual office space and a slide showing proposed individual office space.

Ms. Price noted that a request for proposals was issued in October, 2000 for a facility to house Health and Human Services in one location (90,000 square feet); responses were received from representatives of the Cotton Mill Building at 6th Street, S. W., for \$1,728,191.00, the Heironimus Building on Jefferson Street for \$1,306,450.00 and the Sears Building on Williamson Road for \$1,305,957.00; and proposals were reviewed by representatives of Health and Human Services, the City Attorney's Office, and departments of Engineering, Finance, General Services and Management and Budget.

She explained that the proposal review committee selected the Sears building on February 7, 2001, as its top choice because the location is on bus lines and accessible to a majority of clients and patients; costs (proposed cost per square foot is within the original estimates) of \$13.27 per square foot for 83,236 square feet for a newly renovated building (build out cost of \$2.5 million), rent of \$1,104,541.72 per year for 20 years, \$801,807.00 annual reimbursement from the State, annual local share of \$302,734.72/\$3.64 per square foot; and parking in a lot that provides adequate parking for 397 spaces for clients, patients and staff. She advised that the City's responsibilities include design review and approval, direct installation of State-required computer wiring, cost of utilities, i.e. electric, water, sewer and review of renovation/construction cost documents; and the lease contractually obligates the landlord to invest \$2,497,080.00 in interior and exterior renovations, janitorial services and supplies, building maintenance, building repair and parking lot maintenance.

Ms. Price advised that the lease will be presented to Council for formal action on August 6, 2001, followed by submission to the State for review, complete detailed design drawings, with construction to be completed by August, 2002, and projected occupancy of the facilities during the first quarter of fiscal year 2003.

With regard to potential re-uses of the current space in Municipal North, the City Manager called attention to certain offices that are currently located off site from the Municipal Building complex and the first priority would be to bring those

operations back to City Hall. Also, she called attention to the advantage of having the Roanoke Redevelopment and Housing Authority offices in the downtown area because of the close working relationship that will be required with the Housing Authority in the years ahead.

Question was raised as to whether Downtown Roanoke, Inc., has concerns with regard to the number of persons that will be leaving the downtown area as it relates to loss of business for downtown businesses; whereupon, the City Manager advised that Downtown Roanoke, Inc., is aware of the proposal and the President of Downtown Roanoke, Inc., advises that Downtown Roanoke supports the concept of the Sears location which is not seen as having a negative impact.

There was discussion with regard to the 397 parking spaces that will also be available for civic center overflow parking in the evening.

It was explained that Social Service activities will be located on the second floor and a newly built third floor, the first floor will be vacant for other business purposes, the Health Department will be housed on the second floor and the third floor will also include administrative offices for each of the five agencies and office space for the remainder of staff.

Question was raised as to the proposed use of the current police building; whereupon, the City Manager advised that the plan previously reviewed by Council calls for demolishing the existing police building and using the space for parking for the entire complex.

Question was also raised as to the need for 86,000 square feet of available space, whereupon, Ms. Price advised that the department is required by State and Federal mandates to provide additional training for clients and staff and current space does not provide a sufficient area for training needs and visitation rooms. She stated that certain common areas will be shared such as conference rooms, kitchen space, etc.

The Mayor spoke to the advantages of considering the stadium/amphitheater issue in conjunction with the lease of the Sears building, because negotiations on both issues are closely related. He stated that in order for the stadium/amphitheater project to succeed, roadway adjustments will be needed and there is an opportunity to begin revitalization in the Wayne Street area.

The City Manager suggested that Council allow City staff to hire an

architectural/engineering firm to prepare design work on the stadium/amphitheater project and to make recommendations on road improvements which could take six months or longer and would, in effect, delay the human services building project by another six months. She advised that there is the potential of convening a meeting of property owners along the Williamson Road area to discuss needed improvements which will help those businesses take advantage of additional traffic along Williamson Road when the stadium/amphitheater becomes a reality.

There were additional questions and comments with regard to the following:

What is the net cost of the lease compared with what it would cost if the principal only is reimbursed. Will improvements be added to the value of the property when calculating real estate taxes? Will a long term lease have any impact on the City's bonding capacity?

A shuttle bus could be provided for employees/clients of the building to the Williamson Road area and to downtown Roanoke from 12:00 noon until approximately 2:00 p.m.

A compatible tenant should be housed on the first floor.

Police vehicles should be parked at the rear of the building.

There being no further questions or comments, the Mayor advised that without objection by Council, the briefing would be received and filed.

There being no further business, the Mayor declared the meeting adjourned at 5:05 p.m.